

Data Coordinators' Conference
Corpus Christi, TX
November 16-17, 2015

FINANCIAL REPORTING FOR FY2016

- ⦿ Categories & Definitions
- ⦿ Budgets & Expenditures
- ⦿ Reports
- ⦿ Good-to-know

Categories & Definitions



		State Aid Grants					
		Basic Probation Supervision	Community Programs	Pre & Post Adjudication	Commitment Diversion	Mental Health Services	TOTAL
Budget/Expenditure Categories	Court Intake	\$ -	\$ -				\$ -
	Direct Supervision	\$ -					\$ -
	Youth Services	\$ -	\$ -		\$ -		\$ -
	Mntl. Hlth. Assessments	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Comm.-Based Prog. (General)		\$ -		\$ -		\$ -
	Comm.-Based Prog. (Mntl. Hlth.)		\$ -		\$ -	\$ -	\$ -
	Resid. Prog. & Services			\$ -	\$ -	\$ -	\$ -
	Post-Adj. (Non- Secure)			\$ -	\$ -		\$ -
	Post-Adj. (Secure)			\$ -	\$ -		\$ -
	Detention/ Pre- Adj.			\$ -			\$ -
	Resid. Mntl. Hlth. Placement			\$ -	\$ -	\$ -	\$ -
	TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Strategic / Funding Categories

		State Aid Grants					
		Basic Probation Supervision	Community Programs	Pre & Post Adjudication	Commitment Diversion	Mental Health Services	TOTAL

- Basic Probation Services
- Community Programs
- Pre & Post Adjudication
- Commitment Diversion
- Mental Health
- Flexible Funds

	A	B	C	D
1	COUNTY NUMBER	000		
2	COUNTY	(ENTER YOUR COUNTY NUMBER ABOVE)		
3				
4				
5				
6	A - STATE AID	Minimum	Maximum	Budgeted
7	Basic Probation	\$ -	\$ -	\$ -
8	Community Programs	\$ -		\$ -
9	Pre & Post Adjudication	\$ -		\$ -
10	Commitment Diversion	\$ -		\$ -
11	Mental Health Service	\$ -		\$ -
12	Flexible	\$ -		\$ -
13	TOTAL	\$ -		\$ -
14				
15				
16	SPECIALIZED GRANTS	Allocation		Budgeted
17	B - Border Project	\$ -		\$ -
18	D - Harris County Leadership Academy	\$ -		\$ -
19	M - Special Needs Diversionary Program	\$ -		\$ -
20	P - JJAEP Reimbursement Program	\$ -		\$ -
21	S - Prevention & Intervention: General	\$ -		\$ -
22	T - Prevention & Intervention: Truancy	\$ -		\$ -
23				
24				
25	TOTAL STATE FUNDING	\$ -		\$ -
26				
27		2006 Match		
28	TOTAL LOCAL FUNDING	\$ -		\$ -
29				
<div> <div> BUDGET SUMMARY BUDGET SUMMARY MATRIX A - BASIC A - COMM PRGMS </div> </div>				

County Budget Tool

TJJD GRANT MANAGER

Welcome Tonya Gonzalez! [Log out](#)

TJJD

[Home](#) [Applications](#) [Proposals](#) [Expenditures](#) [Admin](#) [Reports](#) [Help](#)

Grant A (State Financial Assistance Fund)

[Back to application](#)

STEP 1: BUDGET INFORMATION

BPS CP PPA CD MHS PI JJAEP Local

Basic Probation Supervision - Minimum Amount : \$43,700.00 Maximum Amount : \$54,625.00

Budgeted Amount : \$54,625.00

Court Intake:

Salaries & Fringe Benefits \$4,625.00

Salary for Chief JPO @ \$2,312.50

Salary for JPO @ \$2,312.50

Travel and Training \$0.00

Operating Expenditures \$0.00

Inter-County Contracts \$0.00

External Contracts \$0.00

Direct Supervision:

Salaries & Fringe Benefits \$50,000.00

Salary Chief JPO @ \$13,744.50

Salaries JPO @ \$22,276.50

Fringes for Chief JPO and JPO @ \$13,979

Travel and Training \$0.00

Operating Expenditures \$0.00

STEP 2: COMMITMENT DIVERSION PROGRAM NARRATIVE

STEP 3: MENTAL HEALTH SERVICES PROGRAM NARRATIVE

Grant Status

Status : ✔ Complete

Budget : ✔ Complete

Allocated

Allocated : \$145,933.00

Sub Total :

BPS : \$43,700.00

CP : \$3,411.00

PPA : \$53,669.00

CD : \$12,261.00

MHS : \$9,945.00

Flex : \$22,947.00

Remaining Balance

\$0.00

Budgeted

Total : \$145,933.00

Sub Total :

BPS : \$54,625.00

CP : \$3,411.00

PPA : \$65,691.00

CD : \$12,261.00

MHS : \$9,945.00

Flex Amount Balance

\$0.00

Other Information

[Grant Requirements](#)

Grant
Manager

Budget / Expenditure Categories

Budget/Expenditure Categories	Court Intake	\$
	Direct Supervision	\$
	Youth Services	\$
	Mntl. Hlth. Assessments	\$
	Comm.-Based Prog. (General)	
	Comm.-Based Prog. (Mntl. Hlth.)	
	Resid. Prog. & Services	
	Post-Adj. (Non-Secure)	
	Post-Adj. (Secure)	
	Detention/ Pre-Adj.	
	Resid. Mntl. Hlth. Placement	
	TOTAL	\$

- Court Intake
- Direct Supervision
- Youth Services
- MH Assessments
- Comm-Based Program (General)
- Comm-Based Program (MH)
- Residential Programs & Svcs
- Post-Adj (Non-Secure)
- Post-Adj (Secure)
- Detention/Pre-Adj
- Residential MH Placement

	A	B	C	D
1	BUDGET			
2	COUNTY	(ENTER YOUR COUNTY NUMBER ABOVE)		
3				
4		Minimum	Maximum	Budgeted
5	Basic Probation	\$ -	\$ -	\$ -
6				
7				
8	COURT INTAKE			\$ -
9				
10	Salary & Fringe			
11	Travel & Training			
12	Operating Expenses			
13	Inter-County Contracts			
14	External Contracts			
15				
16	DIRECT SUPERVISION			\$ -
17				
18	Salary & Fringe			
19	Travel & Training			
20	Operating Expenses			
21	Inter-County Contracts			
22	External Contracts			
23				
24	YOUTH SERVICES			\$ -
25				
26	Salary & Fringe			
27	Travel & Training			
28	Operating Expenses			
29	Inter-County Contracts			
30	External Contracts			
31				
32	MENTAL HEALTH ASSESSMENTS			\$ -
33				
34	Salary & Fringe			
35	Travel & Training			
36	Operating Expenses			
37	Inter-County Contracts			
38	External Contracts			
39				
40				
41				

County Budget Tool

Only show the Budget/Expenditure Category(ies) that is ALLOWABLE.

TJJD GRANT MANAGER

Welcome

TJJD

Home Applications Proposals Expenditures Admin Reports Help

Grant A (State Financial Assistance Fund)

STEP 1: BUDGET INFORMATION

BPS CP PPA CD MHS PI JJAEP Local

Basic Probation Supervision - Minimum Amount : \$43,700.00 Maximum Amount : \$54,625.00

Budgeted Amount : \$54,625.00

Court Intake:

Salaries & Fringe benefits \$4,625.00

Salary for Chief JPO @ \$2,312.50

Salary for JPO @ \$2,312.50

Travel and Training \$0.00

Operating Expenditures \$0.00

Inter-County Contracts \$0.00

External Contracts \$0.00

Direct Supervision:

Salaries & Fringe Benefits \$50,000.00

Salary Chief JPO @ \$13,744.50

Salaries JPO @ \$22,276.50

Fringes for Chief JPO and JPO @ \$13,979

Travel and Training \$0.00

Operating Expenditures \$0.00

STEP 2: COMMITMENT DIVERSION PROGRAM NARRATIVE

STEP 3: MENTAL HEALTH SERVICES PROGRAM NARRATIVE

Grant Manager

Only show the Budget/Expenditure Category(ies) that is ALLOWABLE

Budgets & Expenditures



Budget and Expenditure sections look similar; balances pull forward.

County Budget Tool

Expenditure Summary Matrix

- One for each quarter
- No data entry
- Totals based on expenditure section on budget tabs
- Another way to look at it

20			Local County Funding	Border Project	Harris Unty Leadership Academy	Special Needs Diversionary Program	Prevention & Intervention: General	Prevention & Intervention: Truancy	TOTAL				
21	re Categories	Court Intake	\$ -	\$ -					\$ -		Budget/Expenditure Sub-Categories	Salary & Fringe	\$
22		Direct Supervision	\$ -						\$ -			Travel & Training	\$
23		Youth Services	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -			Operating Expenditures	\$
24		Mntl. Hlth. Assessments	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -			Inter-County Contracts	\$
25		Comm.-Based Prog. (General)	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -			External Contracts	\$
T - PREV&INTER. TRUANCY Q1 EXPEND. MATRIX Q2 EXPEND. MATRIX Q3 EXPEND. MATRIX Q4 EXPEND. MATRIX YTD EXPEND. SUMMARY MATRIX													
Ready													
start Inbox - Tonya.Gonzal... Data Coordinator Co... CNTY BUDGETS 2016 Financial Reporting fo... Microsoft Excel - COU... Document1 - Micr													

Grant Manager

Budget vs Expenditure summary pages.

DEVELOPMENT GRANT MANAGER

Welcome Lorena Heredia! [Log out](#)

EL PASO COUNTY JUVENILE PROBATION DEPARTMENT

[Home](#) [Reports](#) [Help](#) ▶

2016 Budget Application

TJJD Budgets - Total : \$335,000.00

Title	Allocation	Status	
Grant A - State Financial Assistance Fund	\$295,000.00	Pending	▶
Grant M - Special Needs Diversionary Program (SNDP)	\$20,000.00	Pending	▶
Grant W - JJAEP Discretionary	\$5,000.00	Pending	▶
Grant S - Prevention and Intervention	\$10,000.00	Pending	▶
Grant T - School Attendance Improvement Projects	\$5,000.00	Pending	▶

Local budgets

Title	Allocation	Status	
Local Budget - County Local Budget		Pending	▶


Status

ⓘ Pending

[Submit Application](#)

Other Actions

 [Print Budget Application](#)

 [Email TJPC](#)

DEVELOPMENT GRANT MANAGER

Welcome Noreen Ozment! [Log out](#)

TJJD

[Home](#) [Applications](#) ▶ [Proposals](#) ▶ [Expenditures](#) ▶ [Admin](#) ▶ [Reports](#) [Help](#) ▶

[← Back to budget applications](#)

2016 Budget Expenditure - No Entries are allowed at this time

BEXAR COUNTY JUVENILE PROBATION DEPARTMENT

TJJD Expenditures

Title	Budgeted Amt	Prev Qtrs Rptd Amt	Curr Qrt Rptd Amt	Remaining Bal	Curr Qrt Status	
Grant A - State Financial Assistance Fund	\$8,306,317.00	\$3,010.00	\$0.00	\$8,303,307.00	No Entries Allowed	➔
Grant M - Special Needs Diversionary Program (SNDP)	\$216,511.00	\$0.00	\$0.00	\$216,511.00	No Entries Allowed	➔
Grant S - Prevention and Intervention	\$589,230.00	\$0.00	\$0.00	\$589,230.00	No Entries Allowed	➔

Local Expenditures

Title	Budgeted Amt	Prev Qtrs Rptd Amt	Curr Qrt Rptd Amt	Remaining Bal	Curr Qrt Status	
Local Budget - County Local Budget	\$1,300.00	\$1,310.00	\$0.00	(\$10.00)	No Entries Allowed	➔

Entry Dates

Qrt	Beg	End
1	12/1/2015	12/31/2015
2	3/1/2016	3/31/2016
3	6/1/2016	6/30/2016
4	9/1/2016	9/30/2016
Adj	10/1/2016	10/15/2016

Grant Manager

Budget vs Expenditure entry pages.

TJJD GRANT MANAGER Welcome Tonya Gonzalez! [Log out](#)
TJJD

Home Applications Proposals Expenditures Admin Reports Help

Grant A (State Financial Assistance Fund) [Back to application](#)

STEP 1: BUDGET INFORMATION

BPS CP PPA CD MHS PI JJAEP Local

Basic Probation Supervision - Minimum Amount : \$43,700.00 Maximum Amount : \$54,625.00
Budgeted Amount : \$54,625.00

Court Intake:

Salaries & Fringe Benefits	\$4,625.00
Salary for Chief JPO @ \$2,312.50	
Salary for JPO @ \$2,312.50	
Travel and Training	\$0.00
Operating Expenditures	\$0.00
Inter-County Contracts	\$0.00
External Contracts	\$0.00

Direct Supervision:

Salaries & Fringe Benefits	\$50,000.00
Salary Chief JPO @ \$13,744.50	
Salaries JPO @ \$22,276.50	
Fringes for Chief JPO and JPO @ \$313,979	
Travel and Training	\$0.00
Operating Expenditures	\$0.00

STEP 2: COMMITMENT DIVERSION PROGRAM NARRATIVE

STEP 3: MENTAL HEALTH SERVICES PROGRAM NARRATIVE

Grant Status

Status : ☒ Complete
Budget : ☒ Complete

Allocated

Allocated : \$145,933.00

Sub Total :

BPS : \$43,700.00

CP : \$3,411.00

PPA : \$53,669.00

CD : \$12,261.00

MHS : \$9,945.00

Flex : \$22,947.00

Remaining Balance

\$0.00

Budgeted

Total : \$145,933.00

Sub Total :

BPS : \$54,625.00

CP : \$3,411.00

PPA : \$65,691.00

CD : \$12,261.00

MHS : \$9,945.00

Flex Amount Balance

\$0.00

Other Information

[Grant Comments](#)

DEVELOPMENT GRANT MANAGER Welcome Noreen Ozment! [Log out](#)
TJJD

Home Applications Proposals Expenditures Admin Reports Help

Grant A (State Financial Assistance Fund) [Back to Expenditure Summary](#)

☐ No Expenditures for this quarter. Review a different quarter: Q1

STEP 1: EXPENDITURE INFORMATION

BPS CP PPA CD MHS PI JJAEP Local

Budgeted Amount for BPS : \$3,236,476.00
Prev Qtrs Amount for BPS : \$0.00
Q1 Amt for BPS : \$200.00
Balance for BPS : \$3,235,966.00

Court Intake:

Salaries & Fringe Benefits	\$100.00
Travel and Training	\$100.00
Operating Expenditures	\$0.00
Inter-County Contracts	\$0.00
External Contracts	\$0.00

Direct Supervision:

Salaries & Fringe Benefits	\$0.00
Travel and Training	\$0.00
Operating Expenditures	\$0.00
Inter-County Contracts	\$0.00

STEP 2: PROGRAM NARRATIVES

Dates

Rptg Start Date : 9/1/2015
Rptg End Date : 11/30/2015
Qtr Entry Start Date : 12/1/2015
Qtr Entry End Date : 12/31/2015
Due Date : 12/31/2015

Grant Expenditures

Budgeted Amt : \$8,306,317.00

Q1 Amt : \$1,300.00
Q2 Amt : \$1,710.00
Q3 Amt : \$0.00
Q4 Amt : \$0.00
Adj Amt : \$0.00

Remaining Amt : \$8,303,307.00

Entry is identical – only categories that are allowable

Summaries vary – budgeted vs. expended

Grant Manager

Additional Expenditure features.

DEVELOPMENT GRANT MANAGER

Welcome Geno Brabham! [Log out](#)

BEXAR COUNTY JUVENILE PROBATION DEPARTMENT

Home Reports Help

Grant A (State Financial Assistance Fund)

☐ No Expenditures for this quarter. Review a different quarter: Q1

[Back to Expenditure Summary](#)

STEP 1: EXPENDITURE INFORMATION

BPS CP PPA CD MHS PI JJAEP Local

Dates
Rptg Start Date : 9/1/2015
Rptg End Date : 11/30/2015
Qtr Entry Start Date : 12/1/2015

“Entries not allowed at this time”

Shows up when outside entry period or **budget is not finalized**; can still review just cannot edit

DEVELOPMENT GRANT MANAGER

Home Applications Proposals Expenditures Admin Reports Help

Grant A (State Financial Assistance Fund)

☐ No Expenditures for this quarter. Review a different quarter: Q1

STEP 1: EXPENDITURE INFORMATION

BPS CP PPA CD MHS PI JJAEP Local

“No expenditures for this quarter”

Select when no expenditures have occurred for the reporting period; if expenditures have been entered, this cannot be selected without zeroing out previous entry; if selected, no entry allowed; must be one or the other

Grant A (State Financial Assistance Fund)

☐ No Expenditures for this quarter. Review a different quarter: Q3

STEP 1: EXPENDITURE INFORMATION

STEP 2: PROGRAM NARRATIVES

Program Narrative

1. How many treatment hours were provided with Mental Health Services for this quarter?

2. How much of the Community-Based Program expenditures stated above are associated with ISP (Intensive Supervision Probation)? (Use Whole Dollars) \$

Add Program Narrative

“Step 2: Program Narratives”

These are the same questions as previously asked on the expenditure data entry screen just put in the same format as the budget “Program Narratives”

Reports



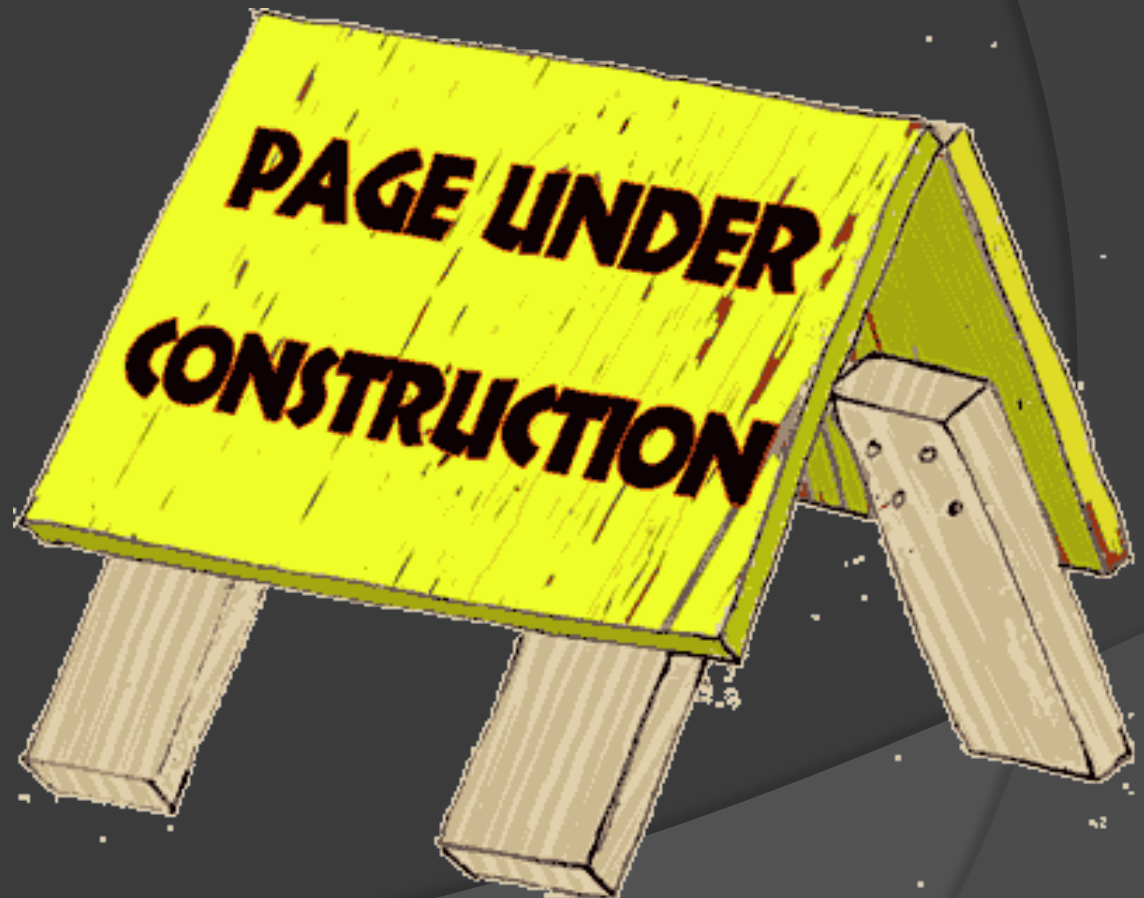
Grant Manager

Reports

FPS Reports

Recommendation:

Enter expenditures into
County Budget Tool **AND**
Grant Manager; use County
Budget Tool as report until
reports are available in Grant
Manager



Expenditure Reporting

- Q1: Dec 1-31
- Q2: Mar 1-31
- Q3: Jun 1-30
- Q4: Sep 1-30
- Q4 Adj: Oct 1-15
- Refunds: Nov 1
- Cert of Local: Feb 28
(avail. in GM Dec 1)
- Indp. Audit: Mar 1
- EOY Reports: Oct 1
- Adjustment Periods
 - Q1, Q2, Q3 – NONE
 - Any adjustments for these quarters should be “netted out” in the following reporting period
 - Q4 – 15 days
(October 1-15)
- Missed reporting will be considered unexpended funds

Good-to-Know



Good To Know / Reminders

- ⦿ Grant Disbursements:
 - Budget approved and fully executed Contract is received
 - Payment schedule (propose to change from monthly to every other month)
- ⦿ Certification of Local – CHIEF ONLY
- ⦿ TJJD provided email
- ⦿ Just me...

Reference Forms

- Funds Withholding Policy
- FY 2016 “Good to Know” information
- Budget Tool information
- Category Definitions
(emailed to departments)
- Grant Manager Information/Screen shots
 - Budget and Expenditure



Tonya Gonzalez



512-490-7977

tonya.gonzalez@tjtd.texas.gov